

Library services, reserves, videos/DVDs

Reference service

The Greenlee librarian provides research consultation and instruction to faculty and students. Feel free to ask questions in person at 171 Hamilton Hall, by calling 294-4353 or emailing dfrykber@iastate.edu. In addition, Rebecca Jackson is the journalism bibliographer at Parks Library. She can be reached at 152 Parks Library or by calling 294-9030 or emailing rjackson@iastate.edu.

You can also use Parks Library's "[Ask a Librarian](#)" service by submitting your research queries via chat, email or phone (294-3642).

Reserve readings

In most cases, you will be using Parks Library's [e-Reserve](#) to put articles and book chapters on reserve. E-Reserve places reserve readings on the Web so information is available 24/7 and it never gets lost or damaged. Parks Library even pays for copyright clearance and foots the bill for titles needing to be purchased.

To place items on reserve, you will want to fill out a [Reserve Course Online form](#).

The Greenlee Reading Room also provides limited reserve services for instructors who have student projects or entire books they would like to make available to their students.

Reserving videos/DVDs for class

Instructors can use Parks Library to checkout videos and DVDs for two days to show to classes. AV items are available first-come, first-serve, so you'll want to book them as soon as possible.

You can do this by calling 4-9373, sending an email to medacct@iastate.edu, requesting an item through a [Library Catalog](#) search (requires notice of three working days) or stopping by [Parks Library's Reserve and Media Services](#) located on the lower level of the Parks Library (Room 2).

For more information, please visit "[About Video/DVD Bookings.](#)"

The Greenlee Reading Room also has a collection of videos/DVDs/audiocassettes from which you can select. We also have an AV viewing room.

Recommending items for purchase

Learn what books, AV materials and journals Parks Library owns by consulting the [Library Catalog](#). The [Greenlee Reading Room Catalog](#) will tell you what titles we own.

Please contact the [Greenlee librarian](#) if there are items you would like to recommend for purchase. If for some reason the Greenlee Reading Room can't acquire them, then a request will be made to Parks Library.

Greenlee School Reading Room

Hamilton Hall 171 / 294-4353

Monday-Friday, 8 a.m. – 5 p.m.

Dru Frykberg, Librarian (dfrykber@iastate.edu)

<http://www.jlmc.iastate.edu/resources/hh-readingroom/index.html>